

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
JANUARY 11, 2010**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Dennis Doyle, Anna Eddy (left at 8:30 PM), Judy Igielski, Pauline Kruk, Iris Larsson, LeeAnn Manke, Alan Nafis, Maureen O'Connor Lyons, Eric Rothauser, Diane Stamm, Trudie Walker

BOARD MEMBERS ABSENT

Sue Halpin, Tony Palermino, Neil Ryan

STAFF

Marian Amodeo, Library Director
Lisa Masten, Assistant Library Director
Gail Whitney, Secretary for the Board

TOWN COUNCIL LIAISONS ABSENT

Kris Nasinnyk
David Nagel

FRIENDS MEMBERS

Mary Jane Michaels

CALL TO ORDER

The meeting was called to order by Eric Rothauser at 7:02 PM.

I. ROLL CALL

II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

Judy reported that she sent a sympathy card to Brian Woods and his family, and a "thinking of you" card to Peg Counihan.

MOTION: Paul Crosswaith made a motion to accept the minutes of the regular monthly meeting of December 14, 2009, Judy Igielski seconded the motion, and the motion to accept the minutes of the regular monthly meeting of December 14, 2009 was unanimously approved with a 12-0 vote.

III. PUBLIC PARTICIPATION

There was no Public Participation.

IV. TREASURER'S REPORT

Iris had no report.

V. LIBRARY DIRECTOR'S REPORT

Marian updated the Board on personnel. The part-time circulation position has been filled by Nicole Nichols who was working as a substitute. Peg Counihan will return from her medical leave next week on a part-time basis.

On January 12th Lisa, Marian, and Department Heads will be meeting with Superintendent of Schools William Collins to discuss the relationship between the Library and the Newington Public Schools. Dr. Collins has reinstated permission to the Library to be a presence at the elementary schools' open houses in September.

The job seekers series continues to be very well attended. A support group has been formed from this program. People who have attended this program and now have jobs have continued coming to the series.

On Saturday it was standing room only for the high school student art display. Three teenage musicians entertained, a reception was held, and over 100 people viewed the art display throughout the day.

Trinity College Academy of LifeLong Learning will once again be providing a class at the Library. The upcoming class beginning in February is entitled "A Sacred Mess: The Hebrew Bible."

Voting of the statewide Nutmeg Children's Book Award takes place during January. The "old-fashioned" voting machine in the Children's Room is to be used by Newington's students as they cast their votes for their favorites of 10 nominated.

A tractor trailer delivered boxes of Federal and State tax forms to the Library. These are for public use and are on a table in the periodicals section.

VI. ASSISTANT LIBRARY DIRECTOR'S REPORT

Lisa reported that Lynn updated the Board list and Lisa asked the Board to review their information and let her know of any changes. The Adult Winter Reading (Feed Your Mind) kick-off will be held from 11:00 AM to 1:00 PM and 4:30 to 7:00 PM on January 13th. The Children's Winter Reading (Chew on a Good Book) kick-off will be on January 16th. PC Reservation Software has been purchased so that patrons can sign-up on-line to use the public computers. A system is being worked on to allow wireless printing for individuals who come in with their laptops.

VII. FRIENDS OF THE LIBRARY

Mary Jane Michaels reported that the Friends November Book Sale net \$15,000 after all bills were paid. The next Book Sale is scheduled for April 30th through May 2nd. The Friends are also considering participating in the Newington Chamber's Home and Business Showcase in March.

VIII. COMMITTEE REPORTS

A. PEP (Planning, Evaluation, Policy)

1. Welcome to New Board Members

Trudie welcomed the three new Board members Pauline Kruk, LeeAnn Manke, and Alan Nafis. The Board went around the table and introduced themselves.

B. Investment Committee

1. Next Meeting with Carol Pekarul – January 20th

Neil was not in attendance. Eric reported that a meeting has been scheduled with Carol Pekarul for January 20th.

2. Oakmark Mutual Fund Matter

A letter has been signed and sent to Oakmark to update the required signatures for this account.

C. House Committee

1. Update on House Projects

Diane stated that she had nothing new to report on upcoming house projects. She explained to the new Board members about the recent walk-through that the House Committee had and what takes place during the walk-through.

D. Facility and Site

1. Further Clean-up Efforts

Iris stated she had no report on the clean-up efforts. The telephone pole is gone thanks to Tony Palermino who contacted the necessary officials. Parks and Grounds are looking at the tree trunk to see about its removal.

E. Fund Development

Anna reported that she has been playing phone tag with an attorney who is very well-versed in legacies. Anna explained the Legacy Society to the new Board members.

F. Budget

1. Budget Request Submitted on January 4th

2. Next steps

Maureen reported that the budget was submitted to the Town Manager on January 4th. A meeting to review the budget is scheduled for January 19th at 3:00 PM. The Library's budget request has an increase of 1.1%.

IX. OLD BUSINESS

A. Expansion Study Discussion

Iris received feedback from the Board members and compiled this information which was distributed to the Board. There was discussion on “who are your future clients?” Dennis stated that he feels one of the most important issues is to get a demographic study because the Town population is aging and specific needs should be addressed. The Board also wanted to make sure there is adequate space to meet the Friends’ needs. It was also discussed that the public needs to be sold on this expansion and what they would like to see and have at the Library. Should the Library have more room for community events? Marian stated that Kaestle Boos has received information from the staff and have already updated the study with that, and now once this feedback is sent to them, they will update the study once again. This is just a first draft of the expansion study. The Board hired this architect and it is the Board’s project to accept or reject. Marian stated that the Town’s Facilities Director Bob Korpak also has some ideas about the renovations to the Town Hall and the Library. Dave King from Kaestle Boos will be at the February Board meeting to discuss the expansion study, and Bob Korpak would also like to attend this meeting. Elizabeth Berman from Kaestle Boos will be meeting with Lisa, Marian, and Bob Korpak to review updated information on the expansion study. The Board also discussed that elected officials need to be made aware of the behind-the-scenes operation of the Library so they can see the needs of the staff and the Friends. Elected officials need to get on-board with this expansion so that they can also encourage the public that the Library’s expansion is a critical issue. Anna and Diane also expressed that they would not like to see the integrity of the Library be comprised. The original building should always be a center point and attributed to “Lucy” and keep the feeling of its originality. Alan asked about paying for this expansion and the response was that it would be a Town bonding issue. LeeAnn commented that the public needs to be instructed on the needs of the Library.

B. 5K Road Race

Eric reported that the 5K Road Race Committee met this evening. This will be the 14th year of the race scheduled for Sunday, May 16th. Last year’s sponsors – Keeney Manufacturing, Giantonio Family, DataMail, Clinical Laboratory Partners, and the Masons, will all be contacted to see if they will again sponsor this event. The next meeting is scheduled for 6:30 PM prior to the February 8th Board meeting.

C. First Amendment Issues – Cheshire Public Library

Marian stated that she wanted to keep this on the agenda to let the Board know of any updates regarding this issue. A new Board in Cheshire will be in place in January and this issue may be revisited.

X. NEW BUSINESS

A. Memorial Gift

Joan Ewing's family sent a very nice letter to the Library indicating that they are donating \$10,000 in her memory. They will be inducted into the Legacy Society at the Annual Meeting in September.

B. Draft Plan of Conservation and Development

Marian indicated that the specific section in the 10 year plan of this document relating to the Library was in the Board's packet. The language about the Library is a very general statement and needs to be expanded as to what the Library has planned. The issue regarding opening Mill Street needs to be reinforced that it should not be reopened. The Board stated that an idea of a pedestrian friendly campus and opening Mill Street cannot both take place. It is too dangerous to open Mill Street.

C. Library Hours Change

Marian indicated that the Library is open until 9:00 PM on the evening before Thanksgiving. Hardly anyone uses the Library after 5:00 PM on the evening before Thanksgiving and she would like to suggest that the Library close at 5:00 PM on the Wednesday evening before Thanksgiving. **MOTION: Maureen O'Connor Lyons made a motion to close the Library at 5:00 PM on the Wednesday evening before Thanksgiving, Iris Larsson seconded the motion, all were in favor, and the motion passed with an 11-0 vote.**

D. Board of Education/Library Board Networking

Marian was approached by a member of the Newington Board of Education asking about increased communication between the Board of Education and the Library. This member asked about the possibility of being a liaison for the Board of Education on the Library Board. The Board thought this was a good idea and asked Marian to discuss it with Superintendent of Schools William Collins at her meeting with him the next day.

Eric thanked the new Board members again and encouraged them to serve on the 5K Race Committee. All new Board members are automatically assigned to the PEP Committee. Trudie will contact them about scheduling a meeting with the Committee.

XI. PUBLIC PARTICIPATION

There was no Public Participation.

XII. ADJOURNMENT

MOTION: Maureen O'Connor Lyons made a motion to adjourn, Iris Larsson seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted with an 11-0 vote at 8:36 PM.